

Rideshare Review

A bimonthly publication from Capitol Rideshare

July/August 2018



New online Commuter Club roll-out is complete

Employees must actively enroll through the online portal

Commuter Club membership no longer exists as a nebulous concept. In June, Capitol Rideshare staff began rolling out the new [online Commuter Club](#) via an email to current members, which included a link and incentive to enroll early. To date, only 10 percent of Commuter Club members have completed their account set-up—so be sure to activate/enroll today!

For those of you who are new to the party, the Commuter Club is exclusive to state employees who use any combination of alternate transportation modes at least twice a week (i.e. bus, carpool, telework, bike, walk, vanpool, compressed work week). It's free to join and includes benefits such as free emergency rides home via rideshare services Uber and Lyft, and Uber and Lyft discounts and incentives. If you're thinking to yourself, "Hey, I take an alternate mode twice a week. Why aren't I a member?" Well, chances are you might be. It's possible that you may have signed up in the past, but you would have no idea of knowing if you were an active member or not without giving the Rideshare office a call; that is, until NOW.

With the new and improved Commuter Club member portal, members can log into their individual accounts to access their transportation history and membership status, as well as other travel reduction incentives. Via their personalized dashboard, Commuter Club members will be able to monitor their participation in the Travel Reduction Program. Members will be able to see their Platinum Pass usage and their telework days (utilizing the telework 110 pay code entries). Data sets for Platinum Pass usage and telework reporting are updated monthly in the Commuter Club database.

Getting Started

- If you are already a member, you should have received details about how to finalize your new account—we've already started it for you!
- And if you would like to sign up, it's easy to register. Just make sure you already utilize an alternate form of transportation at least twice a week and use your state email address to start setting up your profile.

Welcome to the new Commuter Club and happy commuting!

Contact:

Capitol Rideshare
100 N. 15th Ave.
Suite 305
Phoenix, AZ 85007
602.542.RIDE
RideshareHelp@azdoa.gov
CapitolRideshare.az.gov

ADOT welcomes new Bicycle & Pedestrian Program Coordinator Donna Lewandowski

The Arizona Department of Transportation (ADOT) has recently hired Donna Lewandowski as the new Bicycle & Pedestrian Program Coordinator. Donna replaces long-time ADOT employee Michael Sanders, who retired in July after more than 40 years in public service. Capitol Rideshare worked closely with Michael to educate state employees about including bicycling in their commutes. Donna, too, will serve as a resource for state employees. As Capitol Rideshare is looking forward to continuing this partnership with our new ADOT Bicycle & Pedestrian Program Coordinator, we wanted to introduce Donna to our readers.

Before joining ADOT, Donna most recently served as the first ASU Bicycle Program Manager. As the first person in the role, her greatest challenge was learning about existing systems and marshaling resources to offer an efficient, user-friendly service with a recognizable brand. The program she built earned one of the first 10 Gold ratings in the United States as a Bicycle Friendly University.

Donna, who earned master's degree in Environmental and Healthy Cities Planning, began her career as a bike/pedestrian planner for the Pima County Department of Transportation in 2004, which is when she first met Michael Sanders. It was the beginning of a professional relationship that ultimately led her to ADOT.

"I have great respect for him (Michael) as a person as well as the work he has done for the Arizona cycling community in his role here at ADOT. When I heard his position was coming available, I jumped at the chance to continue to build on the foundation that he's established. It's pretty much a bike/ped planner's dream job. I plan to keep what Mike has already started in motion, and to get out to as many communities and meet as many of our bike/ped professionals and advocates in the state as possible. Longer-term, I look forward to strengthening ADOT's ties to the public health community and support the active transportation work that they have been doing."

And she offers this invitation to state employees. "I invite anyone who is thinking of trying to commute or even just ride for fun and has questions – no matter how basic – to contact me. I've helped people over the years shop for bikes, learn to use clipless pedals, become safer and more confident in traffic, choose routes to work, learn to fix flat tires, and choose social club rides that fit with their skill level."

You can reach Donna at dlewandowski@azdot.gov.

Capitol Rideshare has a new look and a new logo!

Capitol Rideshare worked with a professional marketing and graphic design team to re-brand Capitol Rideshare and design a new logo. As such, the various pieces of marketing literature have been replaced with a professionally designed and printed trifold color brochure, which brings together all elements of the state's travel reduction program and services to state employees. The new brochures were sent to each agency's travel reduction coordinator for distribution.



**CAPITOL
RIDESHARE**

Ride smarter. Breathe easier.

Here are June and July HPA contest winners!



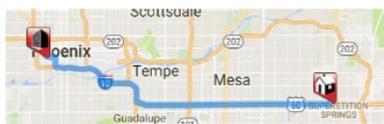
Watch for high pollution advisory (HPA) notifications, use an alternate mode and enter HPA contests!

Along with the triple-digit temperatures comes the inevitable rise of ozone pollution, which can trigger a variety of respiratory and other health problems (these are particularly acute in vulnerable populations). To combat these pollution problems, Capitol Rideshare staff works with state agency travel reduction coordinators to notify employees when the Arizona Department of Environmental Quality (ADEQ) issues High Pollution Advisories (HPAs).

State employees are encouraged to take action and participate in our HPA contest. You can choose to carpool, telework, take transit, stay in for lunch, combine trips, avoid drive-thru options, and refuel after dark to make an impact. Choose one of these alternate modes, then visit CapitolRideshare.az.gov, log your participation and enter to win a prize and recognition here in the pages of the *Rideshare Review*. These are the June and July winners chosen at random; each winner receives a \$5 Lyft credit:

- **Jeff Ross, Department of Transportation**
- **Kim Katchur, Department of Transportation**
- **Linda Pfohl, Arizona Attorney General's Office**
- **Laura Miller, Auditor General's Office**
- **Shanna Lingel, Department of Gaming**
- **Gerardo "Uriel" Rodriguez, Corporation Commission**

The ADEQ forecast team updates the Air Quality Index reports (with extended forecasts) daily; the reports are available at the [ADEQ Air Quality forecast page](#).



VANPOOL

Luxury van with individual captain's chairs
State workers get \$30 off each month's bill.

Superstition Springs Mall
TO
State Capitol Mall

Work Schedule:

7:30 AM to 4:00 PM

AM: Van leaves park & ride at 6:50; arrives at Capitol Mall at 7:25
PM: Van leaves Capitol Mall at 4:05; arrives at park & ride at ~ 4:45

Contact – Jedidiah Young - Ph 602-712-8117,

jyoung2@azdot.gov

Save Money_Save Time_Help Improve Air Quality

Help fight transit fraud!

A reminder for employees who have a Platinum Pass: employees are responsible for all charges incurred on their Platinum Pass until they notify their human resources department, in writing, that the pass is lost or has been stolen. The Platinum Pass may be used only by the employee to whom it was issued.

Steps to prevent fraud:

- Keep your Platinum Pass secured.
- Check your paystub for charges even when you have not used your pass.
- NEVER loan your pass to anyone else.
- Report your pass missing immediately (in writing) by contacting your human resources liaison.
- Follow up with HR to ensure your missing pass has been replaced (Capitol Rideshare can check this as well).

Contact Capitol Rideshare with any questions at RideshareHelp@azdoa.gov or 602.542.7433.

Coordinator's Corner

Platinum Pass replacements:

Be sure to follow proper procedures—or employees could pay double

When your employees report a missing Platinum Pass, you must follow the proper procedures to assign a new card or the employee will be paying fares for both cards. An employee can request a new card by completing the Platinum Pass GAO-624 form and selecting the "Replacement" box. The agency should assign a replacement card. The charges from the old card will be combined with charges from the replacement card up to the monthly maximum amount. Canceling the old card and assigning a new card at a different time (not using the replacement process) will prevent the charges from being combined in regard to the monthly maximum; each card will have the maximum amount applied. A replacement cost of \$5 will be deducted from the employee's next paycheck.

The GAO Platinum Pass processing training guide and the GAO Platinum Pass policy are posted on the Capitol Rideshare website under the Travel Reduction [Coordinator Resources](#) tab.

Update the Platinum Pass processor info for your agency

Also, please visit the Capitol Rideshare website and [download the spreadsheet of Platinum Pass processors](#). Please check your agency's contact information and send any updated information to RideshareHelp@azdoa.gov by Aug. 24. An updated spreadsheet will be posted on the Capitol Rideshare website by Aug. 31.

Reminders

Carpool parking enforcement underway!

Only vehicles with current Capitol Rideshare parking permits may park in the designated parking spaces. FY 2018 permits expired on June 30, 2018; Capitol Rideshare sent the 2019 orange renewal stickers to each agency coordinator to distribute to their respective permit holders. We have heard from commuters who have been given notice (a giant naughty sticker on their car windows) because their permits are expired and they were parked in Capitol Rideshare parking spaces. If you have not received your renewal sticker, please contact your agency travel reduction coordinator or send an email to RideshareHelp@azdoa.gov.

Reduce commute costs with Platinum Pass

Riding transit can save you time, money and reduce traffic-related stress. Valley Metro Local, Express, and RAPID buses and light rail can get you to work without the hassle of traffic, often quicker than driving alone. Sign up today! The state offers a transit subsidy to employees who sign up for the Platinum Pass; there is no fee to apply for the pass. The current subsidy rate is 50 percent of the fare, up to half the cost of a monthly pass. Just print out the [application](#), complete it and send it to your agency's human resources unit. Learn more about this program on [Capitol Rideshare's website](#).

Match list service for carpools and vanpools

Need to find someone to share the ride? Log on to SharetheRide.com and complete a match list. It takes just a few minutes and it is confidential. The tool will allow you to find others who are seeking commuters for a carpool or vanpool. Need help? Call us at 602.542.7433. Please be sure to check out our [online video about vanpool](#) as a commuting option!

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